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## DEPARTMENT OF ADMINISTRATION

DIPATTAMENTON ATMENESTRASION

GENERAL SERVICES AGENCY

(Ahensian Setbision Hinirat)

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LOURDES A. LEON GUERRERO  
Governor (Maga'håga)

JOSHUA F. TENORIO  
Lt. Governor (Sigundo Maga'låhi)

September 3, 2021

### INVITATION FOR BID - GSA-063-21 Vocational Rehabilitation Case Management System (Aware VR)

#### Questions received from: Alliance Enterprises on 9/03/21

#### Question 1:

Can the proposal be fax and/or emailed?

**Response: No, The bid package must be sent through mail if from off island before the bid opening date and time.**

#### Question 2: On page 1, Bid Guarantee - a. Cashier's Check or Certified Check

i) If we are not awarded the contract, do we get these guarantee funds back?

**Response: Yes**

ii) If we enter into contract and successfully implement, do we get these guarantee funds back and at what point do we get these back?

**Response: Yes, once the services have been completed and agency is satisfied guarantee funds will be returned.**

b. Can the letter of credit be included in a faxed or emailed package?

**Response: No, bid package must be delivered to the General Services Agency (GSA) in a sealed enveloped before the date and time of bid opening.**

c. If we go with the surety bond, what timeframe does this need to be for?

**Response: 30 Days Upon Receipt of a Purchase Order.**

Question 3: The advertisement in the newspaper stated we need to pay a \$10.00 fee per proposal. Is that for picking up a hardcopy proposal package or do we need to pay that when we submit our proposal package?

**Response: Yes, If picking up a hardcopy a \$10.00 fee will be charged. No, if bid package is downloaded from the GSA Website it is free of charge.**

Question 4: Is there a system where we can register as a vendor to receive automatic updates and notifications related to this proposal?

**Response: All information regarding this Bid will be uploaded to the GSA Website. As a registered prospective bidder all notifications regarding this bid will be sent to the email address that was provided in the "Acknowledgement Receipt Form" that was registered.**

Please Print	
ACKNOWLEDGEMENT COPY (Re-fax to GSA)	
Received By:	_____
Date:	_____
Company Name:	_____
Fax to: 475-1727 or 472-4217	
E-mail to: gsaprocurement@gsadoa.guam.gov	

*C. Acfalle* 9/3/2021  
CLAUDIA S. ACFALLE  
Chief Procurement Officer